

AGENCY PARKING POLICY

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## Agency Parking Policy

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AGENCY PARKING POLICY

Executive Summary

25X1A6A Although the initial rationale of using appropriated funds  
to provide parking at [ ] was based on the unavailability of  
public transportation, the ultimate justification was based on  
25X1A6A certification by the DCI that parking is necessary at [ ] for  
the performance of the Agency's mission. The transition from a  
concept of availability of transportation to a concept of per-  
formance of mission for parking justification interjects a  
significantly greater degree of complexity in the task of  
defining a fair and equitable parking policy for all Agency  
employees. This paper recommends a parking policy that is  
thought to best balance the competing needs of administrative  
realities and complexity on the one side and fairness to  
employees on the other.

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## Agency Parking Policy

### Purpose

The purpose of this paper is to recommend an Agency policy that manages and controls provisions for parking to Agency employees.

### Background

Historically, the Federal sector, including the CIA, considered that the cost of traveling to work, including parking, was the responsibility of the employee. As no effort was extended to ensure free parking, a predictable mix of facilities evolved over time, some with free parking and some with paid parking.

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The acquisition of the [ ] Building introduced into the mix another facility in which employees were to pay for

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parking. Based on the recommendation of the IG, the DCI has instructed the Office of Logistics to eliminate the need for employees assigned to the [ ] Building to pay parking fees.

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The DCI has determined that the acquisition of parking space at the [ ] Building utilizing appropriated funds is necessary for the performance of the Agency's mission. (For convenience, the Determination and Finding to this effect is included in Attachment A.)

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[ ] in a memorandum dated 27 May 1982, included for convenience as Attachment B, states that the Government provision for parking to Agency employees through

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appropriated funds is arguably consistent with Federal guidance. The potential to legally use appropriated funds to provide parking for all employees at all facilities is established in  memo.

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Discussion

The immediate extension of free parking to all employees would involve Agency contracts with commercial firms in congested areas, like Rosslyn, Chamber of Commerce, and NPIC, or, alternatively, direct reimbursement to employees who park at commercial lots. Direct reimbursement would be most difficult to administer and additional administrative personnel would be required. Certainly other Government entities would take note of Agency policy, and if all followed the Agency lead and provided "free" parking, the competition for limited space in congested areas would be intense, increasing both expense and administrative complexities. Activities of this magnitude could incite the development of new, more restrictive legislation.

Due to the inherent parking restrictions in congested areas, it is recommended that a policy of transition to free parking, with emphasis on future real estate acquisition, be considered. In lieu of providing free parking to all employees immediately, the transition policy would require that future contracts for facilities acquisition include adequate parking as an integrated cost element in the lease or purchase price. Similarly, the lease renegotiation of existing facilities would

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include parking as an integral cost of the lease. This future-oriented policy is easy to implement, can be accomplished with existing resources, and will integrate reasonably well with the practices of other Government entities. The disadvantages include the injection of a bias to acquire facilities in less dense areas, assuming a strong correlation that inversely relates parking availability to building density. This could lead to new facility acquisition in areas without alternative transportation to the car, and it is thus contrary to the concept of energy conservation and efficiency through the centralization of Agency facilities. As to existing facilities, there is no short-term way to achieve fairness from an employee viewpoint short of direct Government reimbursement for parking.

Direct reimbursement is not thought to be judicious due to the expense, administrative difficulty, and general integrative problems. Relocation could be considered, particularly when the lease expires, but the justification to relocate should be based on criteria that does not emphasize parking. A suggested policy on existing facilities that is more practical to administer and reasonably fair to all employees is as follows:

1. When existing leases are renewed, consideration will be given in determining if additional required parking space is available and whether the landlord would entertain a contract amendment regarding the lease of additional spaces to the Federal Government. Parking would be included as an integral

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part of the lease only if sufficient space could be obtained to provide "free" parking to all employees. If it is not possible to accomodate all employees, then no change will be made in the leasing arrangement in reference to parking.

2. Individual parking space contracts with commercial or Government entities will not, under any circumstances, be reimbursed.

3. Full or partial parking fees paid prior to the assumption of Agency funding for employee parking will not be reimbursed.

#### Summary

The past policy of Government nonintervention in parking has served the community satisfactorily over the years. Parking was manageable from an administrative standpoint, but did interject an unfairness from an employee viewpoint because of a mix of facilities, some with free and some with paid parking. The use of appropriated funds for [ ] established a precedent wherein the Government took responsibility for employee parking. With the [ ] Building, the DCI has established the precedent for free employee parking, the Office of General Counsel (OGC) has certified that the use of appropriated funds is within the authority of the DCI to use, and that such use is arguably consistent with Federal guidelines. Strict fairness and equality to all would require the use of appropriated funds to cover all parking costs for Agency

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employees. Paying all costs would be a noteworthy deviation from our past practices and from the current practices of other Government entities. Additionally, the administration of a program of "free" parking, including reimbursement to individuals for their parking in private lots, would be complex, expensive, and controversial and would require additional manpower. Due to the above complexities, it is recommended that the Agency adopt a more modest and future-oriented position of essentially enabling free parking to all via the attrition of existing arrangements wherein parking is not provided. To this end, it is recommended that the regulation be changed per Attachment A. Under this policy, those who are at facilities that now have paid parking will have to continue to accept this burden until a more favorable situation may evolve. Evolution will be via negotiation with property owners, with the objective of having parking included as an integral part of the leasing arrangement, or until a relocation to a facility with free parking is possible.

#### Recommendation

It is recommended that [ ] be altered per Attachment C 25X1 to implement a policy of parking for Agency employees.

#### Attachments:

- A. Determination and Finding
- B. Copy of memorandum from [ ]
- C. Revisions to [ ]

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25X1